FilmL.A., Inc.
6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

## Summary Information

**Permit No:** F00160315-C **Type of Permit:** FILMING **Release Date:** 01/24/2020

| | |
|---|---|
| **Production Company** | UNIVERSAL TELEVISION LLC |
| **Insured Company Name** | UNIVERSAL TELEVISION LLC |
| Contact Phone No. 1 | 814-873-2905 |
| Contact Phone No. 2 | |
| Fax | |
| Address | 100 UNIVERSAL CITY PLAZA,<br>1320/3M<br>UNIVERSAL CITY, California 91608 |
| **Production Title** | UNTITLED MAYOR PROJECT |
| **Type of Production** | TV Sitcom |

| | |
|---|---|
| **Producer** | WERNER WALIAN |
| **Director** | TODD HOLLAND |
| **1st AD** | KENNETH ROTH |
| **Production Manager** | MARK RABINOWITZ |
| **FilmL.A. Coordinator** | Brian Palmert |
| **Location Manager** | KYLE ALEXANDER |
| Primary Phone | Mobile - 310-909-9064 |
| Secondary Phone | |
| **Location Assistant** | CHRISTIAN KRIEGER |
| Primary Phone | Mobile - 310-729-2438 |
| Secondary Phone | |

### Fees

| | |
|---|---|
| Notification Charge | $173.00 |
| LA CITY LANE AND STREET CLOSURE FEE | $312.00 |
| LA CITY DOT SIGN REMOVALS AND ENGINEERS | $695.00 |
| FILMLA NON-REFUNDABLE FILM PERMIT RIDER FEE | $111.00 |
| LA CITY FIRE SAFETY OFFICER | $1,526.00 |
| FILMLA MONITOR FEES | $520.00 |
| FILMLA MONITOR FEES OVERTIME | $392.00 |
| FILMLA MONITOR FEES - DOUBLE TIME | $260.00 |
| LA CITY DEPT OF REC AND PARKS SPECIAL FACILITY ADMINISTRATION FEE | $150.00 |
| LA CITY GSD COST RECOVERY LEVEL TWO | $410.00 |
| LAPD SECSD OFFICERS | $5,330.00 |
| LA CITY GSD POWER NODE USE FEE | $700.00 |

**Total Permit Fee** $10,579.00

**Number of Locations** 1

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**Location Manager** KYLE ALEXANDER
Primary Phone Mobile - 310-909-9064
Secondary Phone

**Location Address** 200 N Spring St, Los Angeles, CA, 90012
**Location Name** LOS ANGELES CITY HALL
**Location Type** Government Building/Facility
**Location Description** LOS ANGELES CITY HISTORIC GOVERNMENT BUILDING.
**Film Dates** 1/27/2020 - 1/27/2020 04:00 - 17:00 1 day
**Open or Closed to the Public** Open

**Generic Conditions**
**THE CONSUMPTION OF ALCOHOLIC BEVERAGES AND THE USE OF DRUGS, INCLUDING MARIJUANA, ON LOCATION BY ANY CAST, CREW, OR INVITED GUESTS IS STRICTLY PROHIBITED.**
*Certain service and personnel fees required by jurisdictional agencies are not collected by FilmL.A. Any such fees must be paid directly to the appropriate agency, and a separate invoice will be provided to the permittee.
*LAFD UFSO: Company must contact FilmL.A. for extension of the Uniformed Fire Safety Officers' hours. During normal business hours, UFSO must also inform the LAFD Film desk of the extension.
Must comply with attached conditions
Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No cast or crew parking on area streets
No interference with merchant activity.
No stopping or setting up in front of merchants or residents without prior approval
Notify LAPD Central Division (213) 486-6606 and comm. (213) 978-6552 1/2 hour prior to any gunfire, brandishing weapons, special effects or simulated emergency or criminal activity.
Number of uniformed officers listed on the permit is a minimum requirement. Permittee remains responsible for deploying a sufficient number of uniformed officers to provide traffic and crowd control to ensure the safety of the film crew and the public.
Traffic control must be done in accordance w/MUTCD
Traffic Officers Required
Uniformed officers shall have a copy of the film permit in their possession and are required to confirm that all traffic control signage devices are in place.

**Please see attached documents**
160315_FULL _NB_SPRING_1ST_TEMPLE_NS_1ST_WS_MAIN_1ST_N 100'_2020 Layout1 (1).pdf
North Broadway Overflow Lot Guidelines 67757.pdf
LA-City-Hall-01-2020.pdf
Downtown Filming Guildelines 2010.03.01.pdf

**Equipment on Location**

| Type | Quantity |
|---|---|
| 2500 gal water truck | 1 |
| 5 or 10 ton trucks | 7 |
| Cast/Crew vehicles | 75 |
| Catering Truck | 2 |
| Condors | 1 |
| Generator | 2 |
| Honey | 1 |

**Personnel on Location**

| Type | Quantity |
|---|---|
| Cast | 5 |
| Crew | 85 |
| Extras | 120 |
| FilmL.A. Monitor(s) | 2 |
| LA City UFSO assigned | 46851 |
| LAPD SECSD Officer(s) | 5 |
| Off-Duty/Retired | 3 |

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**Location Manager** KYLE ALEXANDER
Primary Phone Mobile - 310-909-9064
Secondary Phone

| | |
|---|---|
| Wagons | |
| Portable restrooms | 2 |
| Semi Trucks | 2 |
| Stakebed Trucks | 5 |
| Trailers | 5 |
| Vans | 7 |

LAPD Officer(s)

**Filming Activities** Camera on sticks; Equipment on property; Equipment on sidewalk, in curb lane & across street; Exterior establishing shots; Handheld equipment; Interior and exterior dialogue; Intermittent pedestrian control; Intermittent traffic control - 2 minute standard (except 0700-0900 hrs & 1500-1900 hrs); Talent in police uniforms; Filming scene on Spring Street Steps / Forecourt - character is arrested; Filming scenes on 2nd Floor ; north hallway and east hallway junction; Filming scene in 3rd Floor Rotunda with camera position on 4th floor balcony; Exterior establishing shots; Requesting to hang sign on 2nd floor north hallway, west wall; Requesting use of power nodes on Spring Street and 1st Street; Requesting removal of bike racks on Spring Street steps (1/27 morning); Requesting use of loading dock on 1/27: 4am - 5pm; Requesting access to office doors on 2nd Floor north hallway for BG crosses; Requesting to gel 2nd floor south window; Requesting kiosks on 3rd Floor be moved; BG holding and craft service set up on pad north of Spring Street steps; Requesting put put generator placements in Forecourt and Main Street sidewalk; Bus stop relocation NB Spring St, W 1st - W Temple: Foothill Transit (493, 495, 497, 498, 499, 699) ; Montclair Silver Streak ; Metro Silver Line (910, 950) ; Metro (96, 487, 489, 728, 770) ; Torrance Transit 4X; Bus stop relocation WB W 1st St, N Main St - N Spring St: LADOT Dash # 6179;

**Jurisdiction** **Political:** Los Angeles City - Council District 14 **Police:** Los Angeles Police **Fire:** Los Angeles City Department

**Thomas Guide** **Page:** 634 **Grid:** G3

**Location Notes** IF REQUESTING LANE CLOSURE ON SPRING ST:

COMPANY MUST CLOSE BOTH NORTHBOUND LANES OF SPRING ST TO ALL CIVILIAN BUSES AND TRAFFIC. THE SINGLE LANE PORTION (CLOSEST TO FIRST STREET) AND THE NUMBER ONE LANE OF THE TWO LANE PORTION MUST REMAIN OPEN AT ALL TIMES FOR SHERIFF'S BUSES TO ACCESS THE COURT BUILDING. EQUIPMENT MAY ONLY BE PLACED IN THE CURB LANE OF THE TWO LANE PORTION OF SPRING BETWEEN FIRST AND TEMPLE. AT NO TIME ARE SHERIFFS BUSES TO BE DIRECTED INTO THE ON-COMING TRAFFIC OF SOUTHBOUND SPRING STREET. A TRAFFIC CONTROL OFFICER IS TO BE POSTED AT THE FIRST AND SPRING CLOSURE AT ALL TIMES TO MOVE ROAD CLOSURE SIGNAGE FOR SHERIFF BUS ACCESS.

**Approvals**

| | |
|---|---|
| FILML.A. GSD PROPERTIES | Katie Mongan |
| FILML.A. CLOSURES | Jennifer Morelos |
| LOS ANGELES CITY DEPARTMENT OF PUBLIC WORKS | LaMeisha Candler |
| LOS ANGELES CITY FIRE DEPARTMENT - FILM UNIT | David Riles |
| LOS ANGELES CITY POLICE DEPARTMENT | Richard Priest |
| LOS ANGELES CITY DEPARTMENT OF REC & PARKS - FILM OFFICE | Raul Mayen |
| FILML.A. MONITORS | Eric Warczinsky |

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**Insured Company** UNIVERSAL TELEVISION LLC
**Production Title** UNTITLED MAYOR PROJECT

**Location Manager** KYLE ALEXANDER
Primary Phone Mobile - 310-909-9064
Secondary Phone

| | |
|---|---|
| LAPD SECSD OFFICERS | Hector Graciano |
| LOS ANGELES CITY DEPARTMENT OF GENERAL SERVICES - SPECIAL EVENTS | Brian Baltazar |
| LOS ANGELES CITY DEPARTMENT OF TRANSPORTATION - SIGN & METER REMOVAL | Karina Chaki |

**Coordinator Note** AREAS CLEARED FOR USE:
*SPRING ST STEPS/FORECOURT
*3RD FLOOR ROTUNDA & NORTH HALLWAY
*2ND FLOOR NORTH & EAST HALLWAY
*4TH FLOOR BALCONY FOR CAMERA PLACEMENT

BG HOLDING:
*SPRING ST NORTH CATWALK

CRAFT SERVICES:
*FORECOURT/NORTH CATWALK

**Coordinator Note** *REQUESTING USE OF SPRING ST & 1ST ST POWER NODES: 1/27, 0400 - 1700

**Coordinator Note** 2 FILMLA MONITORS REQUIRED: 1/27, 0300 - 1700

**Coordinator Note** *PRODUCTION COMPANY IS RESPONSIBLE FOR MAKING PRIOR ARRANGEMENTS FOR ANY IMPACT WITH HOMEBOY CAFE ON 2ND FLOOR.

**Coordinator Note** *LAYOUT BOARD MUST BE PLACED UNDERNEATH ALL EQUIPMENT AND CABLE RUNS.
*NO PLUGGING INTO HOUSE POWER AT ALL.
*NO FOOD OR DRINK, EXCEPT WATER, IS ALLOWED IN THE BUILDING.
*PROTESTS/EVENTS MAY OCCUR WITHOUT NOTICE. PRODUCTION MAY NOT INTERFERE WITH THEM.
*ABSOLUTELY NO ATMOSPHERIC SMOKE EFFECTS.
*NO ACTIVITY IS ALLOWED ON WALKWAYS FROM THE SPRING ST STEPS GOING SOUTH.
*MAY NOT USE SPRING ST STEPS GLASS ELEVATOR.

**Coordinator Note** *REQUESTING TO HANG SIGN ON 2ND FLOOR NORTH HALLWAY WALL. MAY NOT DRILL OR NAIL INTO ANY PARTS OF THE STRUCTURE. MAY NOT USE EXISTING HOLES. ALL ITEMS TO BE HUNG AND/OR AFFIXED TO THE STRUCTURE MUST BE DONE SO WITH DOUBLE SIDED TAPE OR PRESSURE FITTINGS.
*REQUESTING TO CHANGE BULBS IN ROTUNDA TORCHIERE LAMPS. COMPANY MAY DO SO WITH FILMLA MONITOR PRESENT.

**Coordinator Note** *REQUESTING TO HAVE ELECTRONIC KIOSKS IN 3RD FLOOR HALLWAYS REMOVED ON 1/27.

**Coordinator Note** 5 LAPD SECSD OFFICERS REQUIRED:
1/27, 0400 - 1700

**Coordinator Note** *PRODUCTION APPROVED FOR BG INGRESS/EGRESS IN 2ND FLOOR N. HALLWAY DOORS. PRODUCTION MAY NOT ACCESS 3RD FINANCE DOOR.
*PRODUCTION APPROVED TO USE ROOM 250 FOR CONTROLLING LIGHTS AND TALENT HOLDING.

**Coordinator Note** *PRODUCTION COMPANY APPROVED FOR TALENT HOLDING IN EITHER ROOM 223 OR ROOM 250.

**Coordinator Note** *PRODUCTION MAY NOT INTERFERE WITH OR ACCESS 2ND FLOOR EAST HALLWAY, NORTHERN PORTION. COMPANY IS ONLY CLEARED FOR FILMING ACTIVITY IN FRONT OF SOUTHERN PORTION.

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## Summary Information — Location



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**Production Company** UNIVERSAL TELEVISION LLC
**Insured Company** UNIVERSAL TELEVISION LLC
**Production Title** UNTITLED MAYOR PROJECT

**Location Manager** KYLE ALEXANDER
Primary Phone Mobile - 310-909-9064
Secondary Phone

**Coordinator Note** 1 UFSO REQUIRED ON 1/27 FROM 0400HRS TO 1700HRS

**Coordinator Note** COMPANY MUST CLOSE BOTH NORTHBOUND LANES TO ALL CIVILIAN BUSES AND TRAFFIC. THE SINGLE LANE PORTION (CLOSEST TO FIRST STREET) AND THE NUMBER ONE LANE OF THE TWO LANE PORTION MUST REMAIN OPEN AT ALL TIMES FOR SHERIFFS BUSES TO ACCESS THE COURT BUILDING. EQUIPMENT MAY ONLY BE PLACED IN THE CURB LANE OF THE TWO LANE PORTION OF SPRING BETWEEN FIRST AND TEMPLE. AT NO TIME ARE SHERIFFS BUSES TO BE DIRECTED INTO THE ON-COMING TRAFFIC OF SOUTHBOUND SPRING STREET. A TRAFFIC CONTROL OFFICER IS TO BE POSTED AT THE FIRST AND SPRING CLOSURE AT ALL TIMES TO MOVE ROAD CLOSURE SIGNAGE FOR SHERIFF BUS ACCESS.

**Coordinator Note** *COMPANY APPROVED TO CABLE THROUGH CABLE PASSTHROUGH DOOR ON TEMPLE ST.

**Coordinator Note** NO REC & PARK MONITOR REQUIRED

**Coordinator Note** RIDER C RELEASES LOCATION

**Parking**

**Base Camp**
Location Type : Other Location
120 N Broadway, Los Angeles, CA, 90012

**Crew Parking**
Location Type : Other Location
120 N Broadway, Los Angeles, CA, 90012

**Parking Notes**
LA Parks Broadway Overflow Lot: Reservation # 67757
1/27/20 - 4am to 8pm

**Lane / Full Closure** CURB LANE PLUS BIKE LANE: N/S W 1ST STREET, N SPRING STREET - N MAIN STREET
**Approximate Footage** 0 - 300
**Date(s)** 1/27/2020 to 1/27/2020 **Time(s)** 04:00 to 22:00

**Lane / Full Closure** CURB LANE CLOSURE: W/S N MAIN ST, E 1ST STREET - 100' NORTH
**Approximate Footage** 0 - 300
**Date(s)** 1/27/2020 to 1/27/2020 **Time(s)** 04:00 to 22:00

**Lane / Full Closure** NORTHBOUND FULL CLOSURE: N SPRING STREET, W 1ST STREET - W TEMPLE STREET
**Approximate Footage** 0 - 300
**Date(s)** 1/27/2020 to 1/27/2020 **Time(s)** 04:00 to 22:00

**Lane / Full Closure** CURB LANE CLOSURE: S/S W TEMPLE STREET, N SPRING STREET - N MAIN STREET
**Approximate Footage** 0 - 300
**Date(s)** 1/27/2020 to 1/27/2020 **Time(s)** 04:00 to 22:00

NO PERMIT

FILM LA COORDINATOR; BRIAN PALMERT
FILM LA PERMIT # F-160315

CLOSURE INFO:
FULL CLOSURE N/B OF SPRING ST
FROM 1ST-TEMPLE ST

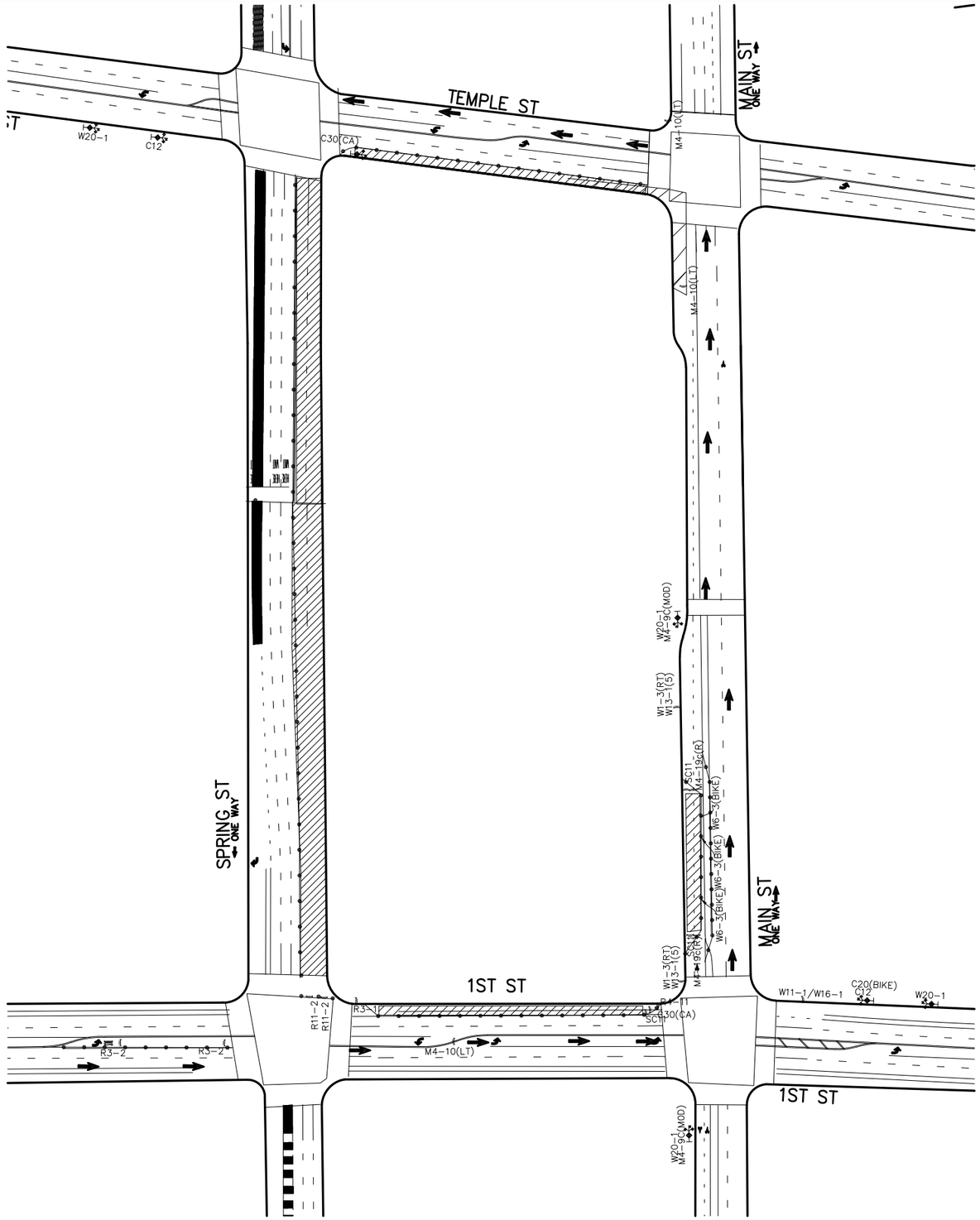
N/S CURB AND BIKE LANE OF 1ST
FROM MAIN ST-SPRING ST

W/S BIKE LANE OF MAIN ST
FROM 1st Street-North 100'

S/S CURB LANE OF TEMPLE ST
FROM MAIN ST-SPRING ST

1/27, 0400-2200

UNIVERSAL TV
"UNTITLED MAYOR PROJECT"
LOCATIONS CONTACT:
KYLE ALEXANDER



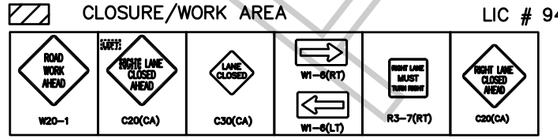

GENERAL NOTES:

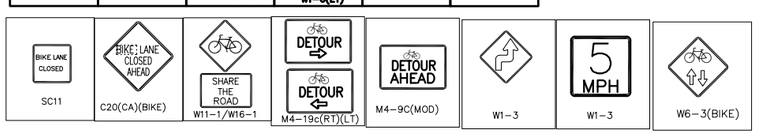
1. ALL SIGNING, STRIPING, AND TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE CURRENT STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS) STANDARD PLANS AND STANDARD SPECIFICATIONS, CALIFORNIA M.U.T.C.D., AND ANY ADDENDUMS THERTO, AND AS SHOWN ON THESE PLANS.
2. THERE SHALL BE NO INTERFERENCE WITH TRAFFIC SIGNALS OR CROSSWALKS.
3. CONES SHALL BE 28" MINIMUM HEIGHT AND SHALL HAVE REFLECTORIZED SLEEVES FOR NIGHT WORK.
4. POLICE SHALL DIRECT TRAFFIC AS NECESSARY.

LEGEND:

- ADVANCE WARNING SIGN
- SIGN ON TYPE I BARRICADE
- TRAFFIC CONE 28" (REFLECTIVE)
- FLASHING ARROW SIGN (FAS)
- CLOSURE/WORK AREA

TCP DRAWN BY:
ISMAEL RODRIGUEZ
PACIFIC TRAFFIC CONTROL, INC.
323.981.0600 PH.
LIC # 944488




NOT A PERMIT

PARK FILM OFFICE
City of Los Angeles, Department of Recreation and Parks
4730 Crystal Springs Drive, (Mail Stop 664)
Los Angeles, California 90027
Telephone: (323) 644-6220 Fax: (213) 847-6056

## Film Production Guidelines

Welcome to the City of Los Angeles, Department of Recreation and Parks (Department). In our partnership to protect the environmental integrity of our parks the Park Film Office is providing guidelines to ensure a safe and successful film shoot. Please review and provide copies of these guidelines to the appropriate responsible persons. Thank you for the continuous use of our parkland.

## NORTH BROADWAY OVERFLOW PARKING LOT

- **Ok to Basecamp at North Broadway Overflow lot on 01/27/2020.**
- **Permissible to basecamp in the dirt lot.**
- **Permissible to Crew Park in the dirt lot.**
- **Permissible to cater in the dirt lot.**
- **Permissible to set up pop up tents, chairs and tables for catering.**
- **Not allowed to drive trucks through the Spring Street entrance because of the curb which is a safety hazard.**
- **Dust mitigation is mandatory for all parking permits.**
- **Company must be able to co-exist in the event there is a Mayoral or City sponsored press conference or need to use the parking lot.**
- **Ok to unlock pedestrian gates as needed.**
- **Gates must be locked daily once all activity has ended.**
- **The North Broadway Overflow parking lot must be left in same or better conditions.**
- **Ok for base camp, crew parking and catering (see attached plot plan).**
- **Use of City utilities (water and electricity) is $75 per use, per day and the company will be invoiced by the Park Film Office.**
- **Pyrotechnics, explosions, stunts and special effects may be considered on a case-by-case basis for exterior use only and requires approval by LAFD and the Park Film Office. Any special effects that may cause damage to the interior/exterior of cave integrity are not permitted.**
- Vehicles and/or heavy equipment are not allowed on turf areas unless prior approval is given by the Park Film Office.
- Production companies must provide their own restroom and trash receptacles. The City dumpsters and trash cans cannot be used so all self-generated trash has to be removed and disposed of off-site.
- **Nudity is prohibited and not allowed in any Recreation and Parks facility.**
- **No simulated sex allowed on Park property.**
- **Film permits do not provide exclusive use of a park or recreation area.**

NOT A PERMIT

- Service roads, parking lot driveway access, handicap or electric vehicle designated parking stalls may not be blocked or restricted. Emergency vehicle access lanes must be maintained in parking lots and park streets at all times.
- A 20 Foot unobstructed lane must be maintained between parked vehicles/trailers in all parking lots and Recreation and Parks roadways for emergency vehicle access.
- Due to underground plastic irrigation lines and trees having shallow root systems, staking and or drilling into turf, rocks, trees or asphalted areas is not permissible unless prior approval is given by the Park Film Office. This approval will be noted in the permitted guidelines.
- Locked park gates can only be accessed by a Park Film Office Monitor. Security of open gates must be provided by the permitted company. Any equipment that is permitted to stay overnight must be guarded by the permitted company's security group.
- Alterations to natural or manmade surroundings or content of the park are not permissible unless documented in these specific guidelines. The permit holder is financially responsible for all remediation should there be any damage or unauthorized alteration to Department property. The remediation and cost of will be determined by the Park Film Office.
- A Park Film Office Monitor(s) may be assigned to the permitted location. Their job is to ensure guidelines are followed, liaison between park patrons, other City employees and a communication link between Permitee and the Park Film Office for any additional needs or authorizations. When the Park Film Office is closed the Park Film Monitor has the authority and responsibility to modify these guidelines within the parameters given to them by their supervisor. The Park Film Monitor has access 24/7 to contact their supervisors if needed. The Permitee will be required to adhere to the instructions, restrictions and requests given by the Park Film Monitor.
- Smoking: No Smoking unless in designated area
- Fire extinguisher required for generators on site.
- Smoking is prohibited on all Department properties. An exception has been made for permitted film production companies to smoke in areas that are designated by the Fire Safety Officer or Park Film Monitor. If a Fire Safety Officer or Park Film Monitor is not assigned to the Permitee there will be no smoking with the exception of an actor smoking while performing or as part of the scene.
- A designated smoking area may not be near any patron activity or facility. Large buckets of sand or water must be placed in this area for disposal of tobacco or tobacco related products. The designated smoking area may be revoked or not allowed depending on weather and location conditions. Failure to comply with the smoking restrictions may result in a fine.

F-160315-C

UNIVERSAL TELEVISION LLC-UNTITLED MAYOR PROJECT

(NORTH BROADWAY OVERFLOW)

NOT A PERMIT

SPECIAL FILMING CONDITIONS

# LOS ANGELES CITY HALL

*The Special Filming Conditions described below will be included in the terms and conditions of permits issued for filming in this area and are in addition to the standard terms and conditions applicable to filming permits generally. While these Special Filming Conditions will be included as terms if a permit for filming in this area is issued, they are not intended to, and do not, establish the criteria or standards for determining whether or not a particular permit (or permits) will be issued for this area. The decision whether or not a particular permit (or permits) will be issued is vested in the discretion of the appropriate City or County department or their designees (including FilmLA), to be exercised consistent with public health, safety and general welfare, and applicable land-use ordinances.*

The City of Los Angeles recently completed a $300 million dollar renovation and restoration of the historic Los Angeles City Hall. Since its construction, this unique building has been one of Los Angeles' most popular locations. To preserve and protect the historic integrity of the building, while allowing production to continue, the following Special Filming Conditions have been established.

- **FilmLA will coordinate all filming activity at Los Angeles City Hall.**
- **Companies wanting to use City Hall must first reserve the facility through FilmLA's reservation system**. FilmLA will maintain a calendar of filming activity, reserved filming activity, and special events at City Hall. Reservations must be location specific to ensure the area of interest is available.
- **FilmLA will coordinate scouting activity at City Hall.** A General Services representative will be required on production tech scouts. During the tech scout the production company must provide anticipated filming activity information. This information should include areas to be used for filming, lighting design, movements of cast and crew, equipment storage, equipment parking, catering, base camp, and other relevant activities.
- **Following the tech scout, the production company must provide FilmLA a written, detailed list of final requests and other relevant matters,** including, areas to be used for filming, placement of lights, removal or additions of signs, equipment storage, and other relevant information. The FilmLA permit must reflect activity in City Hall and surrounding areas. Activity other than what is listed on the permit will not be allowed.
- **Notification of filming will be coordinated and performed by FilmLA.** FilmLA will ensure the elected officials, city employees and the general public engaged in activity at City Hall are made aware of all film production activity.
- **To ensure agreement between the production company and the City regarding the condition of City Hall and the surrounding areas,** a pre-prep and post-strike walkthrough will be required with a General Services representative.
- **Board of Public Works Hearing Room and the Mayor's Conference room are available for filming on a limited basis.** These rooms are regularly used to conduct city business but will be made available for filming whenever possible.
- **LAPD SECSD Officers will have a 4 hour minimum per officer, per shift, per day.**
- **A production company must cancel a shoot at least 2 business days in advance to avoid incurring any personnel fees.** In the event a shoot is cancelled in in less than 2 business days, the 4 hour minimums may still be due for the LAPD SECD Officers that were hired to serve the production. Refunds for LAPD SECD Officers are at the discretion of LAPD.
- **Production company must provide LAPD Security Services Office with a complete list of names of all cast and crew prior to any activity.** Certain individuals may be exempt for personal security purposes.

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- **For security purposes, all equipment will be searched prior to entering the building.** Cast and crew will also be required to pass through metal detectors.
- **Production company must provide badges for all cast and crew.** Badges should include the production company's name or logo.
- **FilmLA Monitor(s) and LAPD SECSD Officer(s) will be required for all prep, strike and filming days.** The number of personnel required will be determined by production size, location, and general impact.
- **A Fire Safety Officer will be required for any interior activity on all prep, strike and filming days while the building is open to the public.** Additional scenarios, such as size or impact, may also require the officer on site when the building is closed to the public or all activity is exteriors only.
- **Access for the public and City Hall employees must always be maintained.** Intermittent pedestrian control is permissible during filming when stated on the permit.
- **Company must provide ample public signage regarding filming activity.** If the company plans to cover any signage, they should post photocopies of the covered sign near the original placement until the area is needed for filming.
- **For interior activity:** Production company may not provide uniformed security personnel to oversee equipment when company is not present. If required, the production company may utilize a production assistant for this activity.
- **Company must use layout board (or similar material) wherever equipment is moved or placed.** All equipment must have rubber or padded protectors on the equipment feet or equipment bottom.
- **Company must provide protection for walls wherever equipment is placed near walls.** Equipment may not be closer than 6 inches from walls. Bubble wrap should be used to protect any corners or columns from damage.
- **Company may only use the service elevator.** Other elevators are for city employees and the general public.
- **Absolutely no drilling, nailing, or use of existing holes.** Adhesive tape shall not be used on painted surfaces including the interior and exterior metal frames of the windows. Pressure fits should substitute any invasive construction. The layout board will be required between the building and clamps.
- **Window screens are permissible on the Temple Street and 1st Street windows.** Window screens may be hung from the 4th floor rooftop, but due to constant wind, counterweights must be used to secure screens. Gel may not be used on these windows.
- **Removal of artwork or signage must be approved by GSD.** FilmLA will coordinate all requests with General Services.
- **Furniture removal is prohibited without prior approval.** If permission is granted, all removal details must be clearly stated on the permit.
- **Catering will be only allowed at Fletcher Bowron Square or South Plaza.** Craft services may be allowed in the forecourt area on the Spring Street Steps. Layout board must be used under all craft service equipment & trash receptacles at all times. Catering is not allowed on the South Lawn of City Hall (1st Street).

NOT A PERMIT

**Equipment parking and/or lane closures are generally allowed in the following areas:**

- E/S N Spring St., E 1st St. – W Temple St.
- S/S W Temple St., N Spring St. – N Main St.
- N/S W Temple St., N Main St. – N Los Angeles Ave.
- N/S E 1st St., N Spring St. – N Los Angeles St.
- E/S N Main St., E Temple St – Aliso St.
- W/S N Main St., E 1ST St. – 100' North (To load and unload at loading dock only)
- W/S N Los Angeles St., E Temple Street – 300' North
- **ANY AREAS NOT LISTED ABOVE ARE GENERALLY RESTRICTED AREAS THAT DO NOT ALLOW EQUIPMENT PARKING AND/OR LANE CLOSURES.**

- **Several of the parking lanes are bordered by white pylons to protect the bike lanes.** Contact LADOT to have them removed so the equipment may fit in the curb lane.
- **Vehicles may not be parked on streets directly below the Mayor's Office.** Vehicles must be 100ft away from the Mayor's Office.
- **Company must work with MTA and DASH if bus stops need to be moved or re-routed.** Sherriff Buses travel along Spring St and may not be re-routed. Companies must make accommodations to allow them to pass. Company should hire off-duty LAPD officer to assist with the busses.
- **Sidewalks surrounding City Hall may be used for filming activity** provided a minimum of 5 feet of public access is maintained. Nothing heavier than 2,500lbs can be placed on the sidewalks.
- **No cast and crew parking is allowed on area streets.** Company must provide off-street parking.
- **Requests to cable over the pedestrian bridges to cross the streets will be approved on a case-by-case basis.** Absolutely no cables should be run across active lanes of traffic**.**
- **In order to prevent damage, lighting must be kept away from all signs or vegetation.** No cabling through the vegetation and the grass is allowed.
- **Company must return locations used for filming and equipment set-up to the same or better condition.**
- **Food and drinks, other than water, are not allowed in City Hall.** Alcohol is never allowed on the premise.
- **Trash receptacles must be provided. Production company generated trash must be removed at the end of each day.**
- **Absolutely no gunfire.** Guns are allowed on set, but gunfire will not be permitted. General Services reserves the right to deny any activity deemed too disruptive for working government building.
- **Absolutely no open flames or atmospheric smoke effects.** Combustible special effects (e.g., effects containing flames or sparks) will also be denied. Production may not bypass the building's fire suppression system.
- **Windows typically cannot be opened.** If the company wishes to run a cable through a window, it must be approved by General Services and measures must be in place to seal the gap of the window.

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- **Absolutely no plugging into house power.** Company must bring their own generator or request to use one of the power nodes on the property for a fee.
- **No activity is allowed on the adjacent walkway that runs south from the Spring St. steps.**
- **If requesting rooftop activity,** companies must laydown rubber mats to protect the neoprene membrane. Additional City Hall Personnel may be required.
- **Emergency lights may not be turned off.**
- **A farmer's market is held every Thursday in the South Plaza.** Companies may not interfere with it.

**South Lawn:**

- No equipment may be placed in the grass at any time. Talent may be on the grass during filming but must wait on the brick walkways between scenes.
- No vehicles or equipment weighing more than 5,000 lbs. may be placed on the pavers. ¾" plywood board must be placed under the equipment for it to rest on. A ¾" plywood board road will also be required wherever the vehicle will be driving to get into position.

**Rotunda:**

- Any equipment weighing more than 1,000 lbs. is not allowed on the balconies. If a company should wish to dispute this restriction, they would need to submit an engineering report from a certified engineer to support their claims. General Services still reserves the right to deny the request for the sake of the historical preservation.
- Absolutely no activity or staging in the 3rd Floor South Hallway until after 6:00pm.
- Chandelier is historic and may not be touched.
- The vestibules around the rotunda must remain clear at all times while the building is open to the public.

**Board of Public Works Room(s) & Hallway(s):**

- Cables cannot be run inside the offices or from any other doors to the offices that face the North Hallway until after 5:00pm.
- The curtains on the window cannot be touched or removed.
- The wooden pews cannot be removed.
- Productions may not interfere with BIDs being delivered Board of Public Works. Employees must have access at all times as this work is time sensitive.
- The FilmLA Monitor will capture before and after pictures of this area as well as take stock counts of the equipment/furniture to ensure all items are accounted for and properly put back.

**Mayor's Press Room:**

- The receptionist cannot be moved from her post until after 6:00pm.
- Cabling through the door in back (through the hallway that leads into the Mayor's office) cannot occur until after 5:00pm.

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**SPECIAL CONDITIONS FOR LOCATION FILMING IN DOWNTOWN LOS ANGELES**
**(Standard Filming Requirements continue to apply where not superseded below)**

**1. DEFINITION OF TERMS**

**a. Downtown Los Angeles**, for the purposes of these conditions, shall be defined as the area North to South from the 101 Freeway to the 10 Freeway; East to West from the Los Angeles River to the 110 Freeway.

**b.** The Downtown Los Angeles Neighborhood Council boundaries (**DLANC boundaries**), for the purpose of these conditions, shall be defined as bordered on the North and East at the 101 Freeway from the 110 Freeway east to Los Angeles Street, south to 4th Street, east to Alameda Street, south to 7th Street, east to the Los Angeles River; on the South by the 10 Freeway from the 110 Freeway to the Los Angeles River; on the West by 110 Freeway from the 10 Freeway to the 101 Freeway. (This area is the same area as defined above as Downtown Los Angeles, but excludes the Little Tokyo and Arts District neighborhoods.)

**c. Residential buildings** shall be defined as any building with legal residential occupants (mixed-use, adaptive reuse, artist-in-residence (A.I.R.), SROs, residential hotels, condominiums and apartment buildings). DLANC will maintain an accurate and contemporary listing of all residential buildings showing a 100-foot radius from each building so as to identify any areas both inside and outside of that radius.

**d. The Broadway Entertainment District (aka Broadway Theatre District),** for the purposes of these Conditions, shall be defined north to south as Broadway from 3rd Street to Olympic Boulevard, and east to west from Frank Court to Lindley Place (aka St. Vincent Alley Court), or the equivalent mid-block point to either of these alleys where the alley is not present, including any theater loading facilities, defined as any public or private surface parking lot, parking garage, public street or curb area adjacent to, or utilized by, a theater. If, in the future, the City adopts an ordinance with regulations governing filming in this area, such regulations shall supersede these Filming Conditions.

**e. The Old Bank District residential overlay,** for the purposes of these Conditions, shall be defined as the area bound by South Spring St., West 5th St., West 4th St., and Werdin Pl.

**2. FILMING STANDARD HOURS AND DAYS**

**a.** Filming activity, or any production-related activity including but not limited to activities such as base camps, catering, generators, etc., within the **DLANC boundaries** is restricted to the hours of 6:00 a.m. to 11:00 p.m. within a 100-foot radius of any residential building. Filming activity in the **Broadway Entertainment District** is restricted to the hours of 6:00 a.m. to Midnight within a 50-foot radius of any residential building. **Old Bank District** is restricted to the hours of 7:00 a.m. to 10:00 p.m. within a 100-foot radius of any residential building**.** No extension of the standard filming hours for

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filming or any disruptive production-related activity shall be allowed until a signature survey has been properly submitted. Proof of signature surveys shall be made available to DLANC upon request.

**b.** No film permits may be issued along Main and Spring Streets from 2nd to 9th Streets, or on any block of 2nd through 9th Streets between Los Angeles and Spring during the Downtown Art Walk, currently held on the second Thursday of each month. Filming inside of private buildings or entirely on private property during this time is permitted so long as there are no external impacts.

**c.** No filming may be conducted in close proximity to major public events anywhere in Downtown Los Angeles as permitted by the LAPD, or identified with 30 days notice to the City's Designated Film Permit Contractor by DLANC. Film permits may be considered in light of major public events on a case-by-case basis so long as their issuance will not cause further disruption to Downtown businesses and residents during such events.

**3. RESIDENTIAL AND MERCHANT PROTECTIONS IN THE DLANC BOUNDARIES**

**a.** A film permit may include no more than 300 feet of curb lane per city block for the parking of film production vehicles, crew or equipment. Requests for additional amounts of curb lane shall require a signature survey. The **Broadway Entertainment District** is exempt from this restriction.

**b.** Production personnel (and equipment utilized by the production company) shall not block the sidewalk area in front of an open commercial business or a residential building, including residential patios, windows, doorways, or entryways, unless the production company has secured the permission of the merchant and/or property owner. Where the commercial business is one that is primarily open in the evening and nighttime hours, the production company, their cast and crew may not block the access to and signage of such establishment (as seen from the street), without permission of the merchant and/or property owner during the hours of operation of the business.

**c.** Customers, employees, residents, and guests of affected properties shall be allowed free ingress/egress to all buildings, merchants, and parking facilities. Arrangements shall be made to ensure access to deliveries, trash pickup, residential move-in/move-out, and vendor access to the properties/merchants during productions.

**d.** All commercial businesses must prominently post hours of operation and contact phone numbers, and residential buildings must have a designated contact person authorized to give permission. Special events held by commercial businesses, outside of normal business hours, must also be posted in advance, and production companies must provide full access and visibility during such events.

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**4. NOISE, FUMES, AND LIGHTING WITHIN THE DLANC BOUNDARIES**

**a.** Generators, portable toilets or toilet vehicles, and outdoor food preparation using charcoal or gas grills must be a minimum of 50 feet (horizontally) from any residential window or entrance. If it is physically impossible for a generator to be a minimum of 50 feet from residential windows or entrances, the generator shall be placed as far away as possible and vented away from residential windows and entrances. However, under no circumstances shall a generator be placed directly underneath a residential window.

**b.** Film productions must focus lighting on the filming area only and make every effort to shield the lighting from adjacent properties, pedestrians, and patrons of commercial businesses at all times. Exceptional lighting (e.g., Musco and Bebee lighting) outside of regular filming hours shall not be allowed without a signature survey of the affected merchants and/or property owners. **Signature survey shall be required for Exceptional lighting within the Old Bank District between the hours of 6:00 p.m. and 6:00 a.m.** Under no circumstances shall lighting be directed onto oncoming traffic.

**c.** Film production companies are required to completely remove all trash, food, and cardboard boxes, etc. from the general vicinity at the end of each filming day. Film production companies will be held responsible for the actions of catering companies they employ to provide food for the cast and crew.

**5. SPECIAL REQUESTS AND EXCEPTIONS REVIEW AND NOTIFICATION WITHIN THE DLANC BOUNDARIES**

**a.** Helicopters shall not be granted permits for landing at non-certified helipads before and after approved filming hours. All aerial filming productions must provide upon request a copy of an approved FAA Form 7711-2, or other official waiver, along with a copy of the briefing on the flight operations for all participating persons or property.

**b.** No film permit shall be construed as a waiver of 14 CFR § 91.119, 14 CFR § 91.515(a) or 14 CFR § 91.303(e), dictating federal flight altitude regulations, for purposes of non-participating persons or property (see attachment).

**c.** Notification beyond the standard 500-foot radius will be made to affected residents and merchants for high impact activity that is likely to cause interference with adjacent properties of people such as car chases, simulated gun fire, explosions, screams for help and other loud noises, helicopter activity, road closures or other such exceptional activities that might cause a police response to the filming location. High impact filming activity must be preceded by notifications at least two days in advance. The City's Designated Film Permit Contractor or the production company shall consult a designated DLANC representative when an applicant requests a permit for high impact filming activity with less than two days notice.

**d.** Due to the location of building air intake systems on Lower Grand Avenue, no special effects, including smoke, steam or fog, may occur in that area without first obtaining

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clearance from the appropriate building contacts and maintenance engineers. Contact must be made at least 48 hours prior to the proposed effect(s).

**6. FILMING-RELATED CONGESTION WITHIN THE DLANC BOUNDARIES**

**a.** The City's Designated Film Permit Contractor will ensure that the impact from filming at recurrently used locations is minimized to the affected residents and businesses.

**b.** In rush hour restricted lanes, as designated by LADOT, no Intermittent Traffic Control (ITC) shall be permitted during Rush Hours (7:00 a.m. – 9:00 a.m. and 4:00 p.m. – 7:00 p.m., Monday through Friday). No simultaneous closures or ITC of both the Second and Third Street Tunnels will be permitted.

**c.** Production companies shall request the posting of "no parking" signs, lane or street closures with LADOT for the day(s) that they are "on site" only. When closures are not necessary for the day(s) requested, production companies shall report the changes to the City's Designated Film Permit Contractor, who shall notify LADOT, who must revise and/or remove parking signs, as necessary.

**d.** Production companies must provide adequate detour and directional signage when street closures are in place, conforming to current LADOT standards and practices. Detour routes must accommodate large, semi and tractor trailer trucks and public transit vehicles.

**7. ENFORCEMENT OF CONDITIONS**

a. In accordance with the terms of their work permit issued from LAPD, off-duty or retired police officers must, upon reporting to a work site, review and ensure compliance with conditions outlined on the filming permit. Officers shall ensure compliance with arrival and departure time, and shall not allow any activity or conduct that is in violation of local or state law, nor allow any filming condition that is not authorized by the permit. Variations from the requirements of the permit are not allowed unless approved by an authorized representative of the City's Designated Film Permit Contractor.

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